

2009 LOCAL RULES - QUICK REFERENCE GUIDE

Rule Number	Rule Description	What's Included in the Rule
1002-1	Petition-General	<ul style="list-style-type: none"> • 14-day execution time for petitions • Automatic dismissals: more than one entity; no fee, installment application or application to proceed ifp; not signed; pro se corporation/partnership
1007-1	Lists, Schedules & Statements	<ul style="list-style-type: none"> • 14-day execution time for schedules
1007-2	Mailing-List or Matrix	Any case without a creditor database uploaded will be dismissed
1007-5	Statement of SSN (Privacy)	Only the last 4 digits should be listed, except for Statement of SSN
1014-2	Venue - Change of	Must file a motion to request change of venue
1073-1	Assignment of Cases	Cases are assigned where the debtor lives or where the primary assets are located
1074-1	Corporations	All corporations, partnerships and business entities other than sole proprietorships have to be represented by counsel (does not apply to reaffirmation agreements and proofs of claims)
2002-1	Notice of Creditors & Other Interested Parties-Chapter 11 Special Noticing Procedures	Covers notices to parties and who needs to be served with a copy of an entry of appearance.
2002-2	Notice to United States or Federal Agency	If a debt is owed to the U.S. (other than taxes), notice must be mailed to the agency creditor and to the U.S. Attorney. Addresses in Administrative Manual.
2012-1	Chapter 13 - Debtor Attorney Fees	Flat fee for 13 debtors' attorneys and reference to Administrative Manual as to what's included.

Rule Number	Rule Description	What's Included in the Rule
2081-1	Chapter 11 - Dischargeability and Final Decree	Includes the process for discharging and closing Chapter 11 cases (both individuals and businesses) and references new required local forms.
2082-1	Chapter 12 - Dischargeability	Includes the process for Chapter 12 discharges (hardship and after plan completion). References new required local forms.
2083-1	Chapter 13 - Dischargeability	Includes the process for Chapter 13 discharges (hardship and after plan completion). References required local forms.
2091-1	Attorneys-Withdrawal	States that notice of a debtor's attorney's motion to withdraw must be served on the matrix, trustee and UST.
3001-1	Claims and Security Interests-General	Format and content requirements for claims; due dates for secured and priority claims; deficiency claims requirements
3012-1	Valuation of Collateral	Motions to Strip off Junior Liens
3070-1	Chapter 13 - Payments	13 debtors must begin making payments as of the date of filing of the plan. Attorney for debtor will turn over pre-confirmation payments to the trustee at the 341 Meeting.
4001-1	Automatic Stay- Relief From	Requirements and procedures for stay motions
4070-1	Insurance	Proof of insurance required on motor vehicles and what happens if insurance lapses while case is pending.
5001-1	Court Administration	Effective date and citation standard for Local Rules.
5005-1	Filing Papers-Requirements-Attachments	Attachments of less than 40 pages should be filed electronically; exhibits over 40 pages should be excerpted
5005-4	Electronic Filing	<ul style="list-style-type: none"> • Requirement to file electronically • Electronic Signatures

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5071-1	Continuance	Motions to continue should <ul style="list-style-type: none"> • be in writing, • be filed ten days before the hearing • be accompanied by an affidavit if filed by an individual debtor
5072-1	Courtroom Decorum	<ul style="list-style-type: none"> • Who is permitted inside the bar of the courtroom • Restrictions on recording equipment and use of cell phones • Business Attire • No children under 12
5080-1	Fees-General	Will dismiss, overrule or refuse for filing any document not accompanied by a fee, an installment application or an application to proceed in forma pauperis
6007-1	Abandonment	Abandonment procedures (motions and report of no distribution by the trustee)
6070-1	Tax Returns and Tax Refunds	<ul style="list-style-type: none"> • Requirements regarding IRS claims • Delivery of tax returns and refunds to the Chapter 13 Trustee
7007-1	Motion Practice (in APs)	<ul style="list-style-type: none"> • Requirement for separate proposed order • Procedures for Motions for Expedited Relief/Emergency Motions
9001-1	Definitions	Definitions of the following terms: Court, Clerk, Motor Vehicle, Proof of Insurance
9004-1	Papers-Requirements of Form	All documents should be typewritten and include name of address of filer.
9006-1	Time Periods-Deadlines	E-filing does not change the deadline; documents must be filed before midnight of the date due to be considered timely
9010-1	Attorneys-Notice of Appearance	An entry of appearance or a signed pleading constitutes an appearance.

Rule Number	Rule Description	What's Included in the Rule
9011-1	Attorneys-Duties	<ul style="list-style-type: none"> Covers how long and for what purposes a debtor's attorney must serve as counsel. Retention requirements for original signatures
9011-3	Sanctions	Failure to comply with any rule may result in sanctions.
9011-4	Signatures	Any document without signatures may be automatically dismissed, overruled or refused for filing.
9013-1	Motion Practice	<ul style="list-style-type: none"> Requirement for separate proposed order Redemption rights cannot be waived Only one relief except for 7 Stay and Abandonment motions and Chapter 11 motions Procedures for Motions for Expedited Relief/Emergency Motions
9022-1	Judgments & Orders-Notice Of	Debtor's attorney is responsible for sending all resulting order to debtor
9029-1	Local Rules-General	References Federal Rules, Joint Local Rules for Eastern/Western KY, and the Administrative Manual.
9036-1	Notice by Electronic Transmission	<ul style="list-style-type: none"> Electronic transmission constitutes service Parties who have not consented to electronic notice should receive notices by paper, fax or hand-delivery (not including resulting orders in PACER)
9074-1	Telephone and Video Conferences	Video Conference procedures and requirements